

Members Present: Richard Wimble, Mark Kane, Mark Hunzinger

Public Present: Amanda Holland (NRPC), Amber Soter, ZA

7:03PM – **R. Wimble** called the meeting to order.

The Minutes from January 16, 2018 and February 20, 2018 could not be approved due to a lack of quorum of members present at that meeting.

The board made changes to the Agenda. They postponed the first two bullets and focused on the second bullet and added in the review of the Town wide survey.

The Board discussed the presentation for Town Meeting Day and decided that an oral presentation wouldn't be given but they will set up some poster boards, have handouts and advertise the upcoming schedule of events so that community members can more actively participate.

The Board went over the results of the Survey again and the final layout that will be posted on the website. Each question was reviewed again. There will also be some hard copies for people at Town Meeting Day and a postcard for others directing where they can find it.

Discussion on Town Plan layout. Reviewed ideas from other Town Plans. The board is looking at a column forum and discussion about having call out boxes to draw attention. Also, there was discussion about putting the goals and policies in the beginning of the sections or in highlighted boxes. Then if people want the more elaborate details, they can continue to read on.

The next Planning Commission meeting will be March 6, 2018.

9:05PM – **M. Kane** moved to adjourn; **M. Hunzinger** second. All in favor.

Respectfully submitted,
Amber Soter, Assistant to the Planning Commission

Signed: _____ Date: _____
For the Planning Commission

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These minutes are unofficial until approved at the next regularly-scheduled meeting. All motions were unanimous unless otherwise indicated.